

# QUARTERLY NEWS

## THE RAINY SEASON IS HERE

### EROSION AND SEDIMENT CONTROL ON CONSTRUCTION SITES

**E**ach Fall the Department of Development and Environmental Services (DDES) publishes information on erosion and sediment control (site run-off) requirements for construction sites in unincorporated King County. This information has been compiled to inform the building industry of current regulations, practices and restrictions during the wet season, which runs between October 1 and April 30 each year.

In addition to providing revised and updated information on Best Management Practices (BMPs) for residential and small construction sites, DDES staff will emphasize code restrictions on clearing and grading work. KCC 16.82.150D states that no clearing or grading can occur between October 1st and March 31st in certain areas of the County, unless specific conditions are met. These areas include the Northshore, Bear



Erosion and sediment control measures are in place at the SR 18 expansion project in Maple Valley. DDES has issued permits for this project and is currently inspecting the construction phase.

Creak and Sammamish planning areas, plus the Soos Creek and Hylebos drainage basins. A County map showing the location of these areas may be found on the DDES web site at [www.metrokc.gov/ddes](http://www.metrokc.gov/ddes). Simply click on Permit Information and then click on *Erosion/ Sediment Control and the ESA*. This web page also outlines erosion and sediment control requirements at construction sites as well as final site stabilization requirements.

DDES is committed to an effective erosion and sediment control program to protect streams, lakes, wetlands and the aquatic species that inhabit them. Additional technical assistance for erosion control on project sites is available. DDES inspection staff is also available to offer suggestions to help builders and developers stay in compliance with county code and permit conditions. At the same time, it is a builder's responsibility to implement and maintain controls on the job site. DDES looks forward to working with customers to meet this goal. **For additional details, please contact Bernard Moore, DDES Building Inspections Supervisor, at 206-296-6762.**

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## DEPARTMENT OF DEVELOPMENT AND ENVIRONMENTAL SERVICES (DDES) OFFERS WINTER WORKSHOP

### WHAT CAN I DO WITH MY PROPERTY?

**B**ACKGROUND: On Friday, December 10, 2004, DDES will partner with the Master Builders Association in hosting a morning workshop on how to access a variety of self-help tools for the purpose of property research in the unincorporated area. If you have ever had questions about zoning or land use, how the permit process might apply to a potential project, or what type of development can be permitted in your area, this workshop will give you the tools you need to answer those questions. This workshop is an excellent resource for realtors, appraisers and also the general public.

**REGISTRATION PROCEDURES:** Registration is available through the DDES Web page at [www.metrokc.gov/ddes](http://www.metrokc.gov/ddes), and can also be done via telephone by calling Cathy Ortiz in the DDES Director's Office at 206-296-6704.

### LOCATION AND COST

The workshop will be held at the Master Builder Association offices at 335 - 116th SE in Bellevue. The cost will be \$35. Driving directions are posted on the DDES Web site at [www.metrokc.gov/ddes](http://www.metrokc.gov/ddes).

### AGENDA:

#### INTRODUCTION TO THE DDES WEB PAGE

Review highlights of the DDES web page, all of which are designed to help citizens understand permitting and land use regulations for unincorporated King County. Topics covered include customer assistance bulletins, permit application materials, development codes and policies, and related legislative initiatives.

#### KING COUNTY GEOGRAPHICAL INFORMATION SYSTEM (GIS)

Use King County's online mapping tools to secure information on:

- Zoning information (allowed use);
- District information (fire, school, water, etc.)
- Planning information (applying the King County Comprehensive Plan to specific parcels); and

- Assessor's information (valuation data and property descriptions).

### THE KING COUNTY ZONING CODE

How to access the Zoning Code and understand zoning definitions and development conditions on property.

### PREAPPLICATION MEETINGS

Preapplication meetings are designed to outline permit requirements and assess major site issues for a proposal, in order to prepare the applicant for the permit intake and review process. While preapplication meetings are mandatory for many permit types, limited/voluntary preapplication meetings are also offered in order to assist customers with a variety of customized property research. DDES charges hourly for this service. However, a relatively small investment up front can prevent costly mistakes and poor assumptions during the development and permitting process.

### CRITICAL AREAS AS APPLIED TO ROUTINE PERMIT APPLICATIONS

DDES staff will explain the significance of critical areas for new development proposals. Specific topics will include:

- Critical areas and how they can affect a building proposal;
- The Critical Areas Designation process as a method for mapping critical areas and buffers prior to a development proposal; and
- Looking ahead: implementing the Critical Areas Ordinance.

The research tools outlined in this workshop will apply only to properties in unincorporated King County.

**For additional information, please contact Paula Adams, DDES Communications Director, at 206-296-6682.**

## 2004 COMPREHENSIVE PLAN UPDATE APPROVED

**BACKGROUND:** On March 1, 2004, Executive Sims transmitted the 2004 King County Comprehensive Plan update to the Metropolitan King County Council. This update meets county code requirement for a four-year review of the Comprehensive Plan and the state's ten-year review of the Urban Growth Area. The Council approved the update on Sept. 27, 2004.

In the ten years since passage of the state Growth Management Act, growth in rural areas has dropped from twelve percent of the countywide total to approximately four percent. More than 83,000 housing units have been built, nearly all of them in the Urban Growth Area. While the 1994 Comprehensive Plan focused on preserving rural and natural lands, the 2004 update gives landowners options and opportunities to support rural and agricultural lifestyles (see article below). This Plan also establishes tools for developing more vibrant urban communities, while still meeting the overall goal of minimizing environmental impacts.

**URBAN STRATEGY:** Specific details included in the 2004 Comprehensive Plan Update for the urban area include:

- Urban centers are designed to support public transportation and pedestrian networks.
- The Green Building Initiative establishes policies to encourage and promote use of sustainable practices for all county-built structures, and also recommends green building practices for the private sector.
- Cottage housing (small detached housing in clusters around a central green) is allowed, accommodating the needs of single-person households, and households without children, the two fastest growing segments of King County's population (see inset).
- Promote annexation of unincorporated urban islands into respective cities.
- King County's Transportation Concurrency Management Program is strengthened by two changes: 1) the methodology for determining congestion levels will consider travel time rather than traffic volumes; and 2) acceptable levels of service

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## ECONOMIC DEVELOPMENT OPPORTUNITIES IN THE RURAL, RESOURCE AREAS

**T**he King County Comprehensive Plan has protected agricultural and rural resource lands from development. With these protections, King County has also worked to provide new economic opportunities for the farmers and rural residents. With the passage of the 2004 amendments to the King County Comprehensive Plan, as well as other recently adopted legislation, it is easier to both live and work in rural King County.

King County has been so successful in protecting farmlands that acreage in our Agricultural Production Districts (APD) has remained virtually unchanged since 1994. Nevertheless, the farming community has expressed a need to produce value-added products in order to remain profitable. With the help of the King County Agriculture Commission, expanded opportunities for farmers markets and limited processing, refrigeration, and storage of agricultural products is now permitted in the APD.

Farmers markets can now sell products grown off-site, as well as value-added items such as cheese, pies, and jams. Farmers will also be able to bring in produce from other farms to process or store.

Finally, small boutique-style wineries are also allowed in the rural area. In rural areas outside of Vashon-Maury Island, wineries up to 8,000 square feet are allowed with an additional 8,000 square feet for underground storage. For wineries larger than 6,000 square feet, at least ten acres will be required, with smaller wineries needing only five acres.

These new opportunities for economic development in the rural area must be achieved with the use of septic systems and available water resources. Further, these new facilities must be compatible with the surrounding rural area and be part of the rural character. **For additional information, please contact Karen Wolf in the King County Executive's Office at 206-296-3423.**

## KING COUNTY, STATE AND FEDERAL REGULATORY AGENCIES “HARMONIZE” PERMITTING PROCEDURES

**P**ermit applicants for many large and/or highly sensitive construction projects will find the regulatory process easier to navigate, thanks to two agreements signed by King County, the Washington State Department of Fish and Wildlife (WDFW), the Washington State Department of Ecology (Ecology) and the Army Corps of Engineers (Corps).

The agreements demonstrate a new working relationship among these local, state and federal agencies as they implement regulations supporting federal and state environmental resource protection laws. Over time, each agency has developed independent permit processes, procedures and compliance standards for projects requiring multi-agency review. Inconsistent requirements among permit agencies can bring added time, expense and frustration to the permit process.

The agreements seek to harmonize areas of regulatory overlap and inconsistency, and also develop more customer-friendly application and review processes. For example, for very complex permits requiring multi-agency review, the pertinent agencies will develop a single application package, and preapplication meetings will be attended by all relevant reviewing agencies.

The first agreement between King County and the Washington Department of Fish and Wildlife establishes inter-agency cooperation on Hydraulic Project Approvals (HPA permits), which are required for development/construction work altering the bed or flow of a river or stream.

The second agreement includes signatures from King County, the Washington Department of Ecology, the Governor’s Office of Regulatory Assistance, and the Army Corps of Engineers. The agreement covers projects requiring certification under the Federal Clean Water Act and generally fall into the category of large site disturbances with water runoff issues.

These agreements promote environmental stewardship, significantly improve customer service, and reduce the cost of government regulation. Permit applicants generally want to do what is right for the

environment and follow the rules. With this in mind, King County is committed to making compliance as efficient and understandable as possible for permit applicants.

**For additional information, please contact Paula Adams, DDES Communications Director, at 206-296-6682 or Barnaby Dow of the King County Executive’s Office at 206-296-4186.**

## 2004 COMPREHENSIVE PLAN UPDATE APPROVED, CONTINUED

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will be defined by greater afternoon peak congestion in urban areas and reduced congestion in rural areas.

### RURAL AND RESOURCE LANDS STRATEGY:

Specific details included within the 2004

Comprehensive Plan Update for the rural area include:

- The Executive-proposed 2004 Update allows farmers markets and limited processing of crops within agricultural areas, bringing support service businesses directly to the agricultural community. Examples include storage and refrigeration facilities or small machine repair.
- Home businesses would be allowed more storage and parking.
- Incorporates the King County Parks and Recreation business plan, shifting King County park facilities to a regional system of open space, parks, trails, natural ecological areas and working resource lands.
- The use of exempt wells for subdivisions is limited to one per six houses, with additional wells allowed only if flow is insufficient to serve six houses.

In addition to the policy changes outlined above, several parcel-specific changes were approved. **For additional details, please see the DDES Web site at [www.metrokc.gov/ddes](http://www.metrokc.gov/ddes), or contact Paul Reitenbach in the DDES Director’s Office at 206-296-6705, or Karen Wolf in the King County Executive’s Office at 206-296-3423.**



## DDES WEB SITE TIPS: GET YOUR QUESTIONS ANSWERED QUICKLY AT [www.metrokc.gov/ddes](http://www.metrokc.gov/ddes)

**T**he DDES Web site offers in-depth information on building and land use permitting procedures for unincorporated King County. Listed below are just a few of the most popular sections from our Web page. See the DDES Web page at [www.metrokc.gov/ddes](http://www.metrokc.gov/ddes) for a complete site directory. **If you have feedback on or questions about the DDES Web site, please contact Paula Adams, DDES Communications Director, at 206-296-6682.**

SERVICE	HOW TO FIND IT ON LINE
Frequently Asked Questions (FAQ)	From the main DDES Web page, click on DDES FAQ if it is featured or click on the Permit Information button at the left. From there, click on DDES FAQ OR, to save as a favorite: <a href="http://www.metrokc.gov/ddes/faq/">http://www.metrokc.gov/ddes/faq/</a>
General information on a wide variety of building and land use topics	From the main DDES Web page, simply click on the Information Bulletins button OR, to save as a favorite: <a href="http://www.metrokc.gov/ddes/bulletin.htm">http://www.metrokc.gov/ddes/bulletin.htm</a>
Permit application forms	From the main DDES Web page, click on the Permit Information button. From there, click on Permit Application Forms OR, to save as a favorite: <a href="http://apps01.metrokc.gov/www6/ddes/scripts/forms.cfm">http://apps01.metrokc.gov/www6/ddes/scripts/forms.cfm</a>
Estimated fees for various permit types	From the main DDES Web page, click on the Permit Information button. From there, click on Permit Fee Estimates OR, to save as a favorite: <a href="http://apps01.metrokc.gov/www/ddes/scripts/fee2004.cfm">http://apps01.metrokc.gov/www/ddes/scripts/fee2004.cfm</a>
To research critical areas, assessment and zoning information on any individual parcel in King County	From the main DDES Web page, click on the Property Research button. From there, click on GIS Property Search. Read through the disclaimers and continue pushing the GO button at each opportunity OR, to save as a favorite: <a href="http://www.metrokc.gov/ddes/gis/parcel/">http://www.metrokc.gov/ddes/gis/parcel/</a>  iMAP is King County's comprehensive property search tool. DDES has developed easy to access directions for iMAP at: <a href="http://www.metrokc.gov/ddes/qnews/2002q3.htm#PROPERTY">http://www.metrokc.gov/ddes/qnews/2002q3.htm#PROPERTY</a> .  For fast property searches using an address, a parcel number, or by navigating on a simple map, try the <b>Parcel Viewer</b> at <a href="http://www.metrokc.gov/gis/mapportal/PViewer_main.htm">http://www.metrokc.gov/gis/mapportal/PViewer_main.htm</a> .

## GETTING TO KNOW US – FIRE INVESTIGATION SERVICES

**M**any citizens do not realize that the King County Fire Investigations Unit (FIU) is housed within the Department of Development and Environmental Services. As a work group within the King County Fire Marshal's Office, the FIU is responsible for investigating fires that are suspicious in nature in unincorporated King County and also within 15 contract cities. These cities include: Black Diamond, Burien, Carnation, Covington, Des Moines, Duvall, Kenmore, Maple Valley, Newcastle, North Bend, Sammamish, Seatac, Shoreline, Snoqualmie and Woodinville.

The Fire Investigation Unit works closely with fire units in King County to ensure that all fires are investigated to the fullest extent possible. In order to accomplish this goal, fire districts initiate the first step in the investiga-

tion process by determining the origin and cause of the fire. If the fire is determined to be suspicious in nature, or if a cause cannot be determined, the King County FIU is called to complete the investigation.

The Fire Investigation Unit investigates approximately 600 fires per year with a staff of five (5) investigators and one supervisor. King County fire investigators are highly skilled and trained: three of the six staff members are state certified fire investigators, meaning that they have completed a very rigorous testing and skills demonstration protocol. The FIU has a success rate of over 17.5% for filing arson charges. The Western Region has a success rate of 13.7% and the national average is 16%.

**For additional information, please contact Jim Rankin, King County Fire Marshal, at 206-296-7071.**

## AUTOMATED BUILDING INSPECTION SCHEDULING AVAILABLE 24 HOURS, 7 DAYS PER WEEK

The King County Department of Development and Environmental Services (DDES) has installed and is currently testing an Interactive Voice Response System (IVR) which will allow permit customers to schedule building inspections through an automated telephone system, 24 hours per day, 7 days per week. Simply call:

**DDES VOICE INSPECTION LINE:  
1-888-5-INSPECT**

**DDES anticipates the Voice Inspection Line to be operational in early November.** The new system will allow permit customers to:

- Schedule inspections;
- Cancel inspections; and
- Retrieve inspection results.

The DDES Voice Inspection Line is completely automated and easy to use. Multiple transactions can be performed with each call and the system will prompt customers each step of the way. To get started, you will need a permit number, a list of inspection codes (issued to customers upon permit issuance), and a touch-tone telephone. At the end of each call, customers will be issued a confirmation number, which should be kept on file for reference.

An instruction guide for the DDES Voice Inspection Line, as well as a wallet-sized list of inspection codes will be issued with each building permit. This information will also be posted on the **DDES Web page at [www.metrokc.gov/ddes](http://www.metrokc.gov/ddes)**. Simply open the HOT TOPICS MENU and click on 24x7 BUILDING INSPECTION REQUESTS; or click the PERMIT INFORMATION button, scroll to GENERAL PERMIT INFORMATION and click on 24x7 BUILDING INSPECTION REQUESTS.

**For additional information, please contact Bernard Moore, Building Inspections Supervisor, at 206-296-6762.**

## PROPOSED SCHOOL IMPACT FEES FOR 2005

Chapter 21A.43 of the King County Code (KCC) provides a framework for school districts to assess impact fees on new residential development in unincorporated King County. Each school district may request that impact fees be imposed on new developments within their district if their schools are being affected by growth. These fees are adopted annually by the Metropolitan King County Council.

Within school districts that have adopted impact fees, assessments are collected on each new residential dwelling. The fee is collected either at final plat approval or at building permit issuance, according to the fee schedule in place at the time.

The following school impact fees are proposed for adoption by ordinance for 2005 and would become effective on January 1:

School District	Single Family Fee	Multi-family Fee Per Unit
Auburn	\$5,297	\$1,832
Enumclaw	0	0
Federal Way	2,868	905
Fife	2,676	1,091
Highline	0	0
Issaquah	4,996	796
Kent	4,056	1,762
Lake Washington	3,243	264
Northshore	0	0
Riverview	0	0
Snoqualmie Valley	3,432	1,012
Tahoma	0	0

**For additional information, please contact Barbara Heavey in the DDES Director's Office at 206-296-7222.**

## **DDES PRIORITIZES PROJECTS FOR TIMELY 2004 SCHOOL OPENINGS**



DDES issued development and building permits for White Center Heights Elementary School, the newest facility in the Highline School District.

**D**DES prioritizes permit applications for school districts in order to support timely school openings every fall. Permit applications for major projects are assigned a DDES Project Manager in order to ensure timely and accurate communication and efficient review and processing. Listed below are all the school-related permit applications reviewed by DDES in time for the 2004 school year:

### **LAKE WASHINGTON SCHOOL DISTRICT**

Evergreen Junior High School: This project demolished walls and added sinks and casework for 2 existing science classrooms.

### **KENT SCHOOL DISTRICT**

Fairwood Elementary: This project was a voluntary upgrade of the mechanical system.

Kentridge High School: This project included a new classroom building, a new gymnasium, and a remodel of the auditorium.

### **HIGHLINE SCHOOL DISTRICT**

White Center Heights Elementary School: This project created an entirely new 65,000 sq. ft. school facility.

### **TAHOMA SCHOOL DISTRICT**

Tahoma High School: This project renovated and modernized the entire existing facility.

### **PORTABLE PROJECTS**

Multiple building permits are issued every year for new portable facilities on school campuses. The following schools were issued portable permits in time for 2004 school openings:

#### **KENT SCHOOL DISTRICT:**

Kentlake High School; Tahoma High School; Panther Lake Elementary.

#### **LAKE WASHINGTON SCHOOL DISTRICT:**

Kamiakan Jr. High; Alcott Elementary.

#### **NORTHSHORE SCHOOL DISTRICT:**

Woodmoor Elementary.

#### **RENTON SCHOOL DISTRICT:**

Sierra Heights Elementary School; Cascade Elementary School; Dimmitt Middle School; Black River High School; Maplewood Elementary School.

#### **TAHOMA SCHOOL DISTRICT:**

Tahoma Jr. High.

**For additional information, please contact Mike Dykeman, DDES Building Services Division Director, at 206-296-6761.**

## QUESTIONS — JUST ASK US

### DIRECTOR'S OFFICE

#### Director

Stephanie Warden .....206-296-6700

#### Communications Director

*(media relations, publications, web content, customer service)*

Paula Adams .....206-296-6682

### ADMINISTRATIVE SERVICES DIVISION

#### Division Director

Jim Schaber .....206-296-6684

#### Finance Management Supervisor

*(billing procedures and practices)*

Dana Ritter .....206-296-7139

#### Information Systems Supervisor

Michael Pahl .....206-296-6706

#### Internal Services Supervisor

Greg Anderson .....206-296-7130

#### Human Resources Supervisor

Kathy Graves .....206-296-6725

### BUILDING SERVICES DIVISION

#### Division Director

Mike Dykeman .....206-296-6761

#### Intake and Screening Supervisor

*(permit applications)*

Chris Ricketts .....206-296-6750

#### Technical Screening/Building Review Supervisor

Pamela Dhanapal .....206-296-6731

#### Building Inspections Supervisor

*(residential and commercial structures)*

Bernard Moore .....206-296-6762

#### Site Engineering and Planning Supervisor

*(drainage review, parking, traffic, landscaping)*

Jim Chan .....206-296-6740

#### Fire Marshal

*(inspections, fire investigations, fire system permits)*

Jim Rankin .....206-296-7071

### LAND USE SERVICES DIVISION

#### Division Director

Joe Miles .....206-296-7179

#### Engineering Review Supervisor

*(final plats and short plats, lot line adjustments)*

Jim Sanders .....206-296-7178

#### Current Planning Supervisor

*(preliminary plat and short plats, SEPA, EIS, CUPS, shoreline permits)*

Lisa Dinsmore .....206-296-7171

#### Site Development Services Supervisor

*(clearing, grading and forestry permits)*

Randy Sandin .....206-296-6778

#### Critical Areas Supervisor

*(wetlands, streams, geo hazards)*

Steve Bottheim .....206-296-7144

#### Land Use Inspections Supervisor

*(site infrastructure)*

Steve Townsend .....206-296-7204

#### Code Enforcement Supervisor

*(building, environmental and health hazard complaints)*

Elizabeth Deraitus .....206-296-7090

### CUSTOMER SERVICE NUMBERS

DDES Customer Information Line .....206-296-6600

Permit Application Appointments .....206-296-6797

DDES Billing Hot Line .....206-296-6659

## DDES RECEIVES FAVORABLE AUDIT ON STAFFING EFFICIENCIES

The King County Auditor recently completed an audit of DDES workload and staffing models.

The audit's general conclusion was that permit processing at DDES became more efficient between 2000 and 2003: the hours spent to process individual permits dropped and the average number of permits processed per staff member increased. The audit also noted a decrease in the percentage of staff time spent on administrative tasks not directly related to permit processing.

These gains in efficiency reflect DDES efforts to manage staffing levels in relation to work load. Between 2000 and 2003, the number of building permit applications increased 13%, while Building Services permit processing staff decreased by 22%. Land Use permits were 15% lower in 2003 than in 2000, however Land Use permit processing staff decreased by 18% during the same time period.

The audit noted multiple DDES strategies designed to increase efficiency. These include, but are not limited to:

- Tracking hours spent on tasks other than permit processing, in order to keep non-permit staff time below 25%;
- Developing timeline standards for permit review and using that information to identify and expedite permits exceeding the average;
- Developing scopes of review for various permit reviews in order to standardize and streamline permit reviews; and
- Assigning Project Managers to complex permits, coordinating multiple review stations and monitoring permit reviews against the number of review hours budgeted for them.

**For additional information about DDES workload and staffing models, please contact DDES Administrative Services Division Director Jim Schaber at 206-296-6711.**



**King County**

Department of Development and Environmental Services

## QUARTERLY NEWS

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**Alternative Formats Available**

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